AQAR 2014-2015

The Annual Quality Assurance Report

(AQAR)

of the IQAC

2014-2015

Submitted by

Petlad Education Trust Managed

Shri R. K. Parikh Arts and Science College, Petlad.

[Affiliated to Gujarat University]

Accredited "B" by NAAC

To

National Assessment and Accreditation Council

Bangalore

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution	SHRI R. K. PARIKH ARTS AND SCIENCE COLLEGE, PETLAD.
1.2 Address Line 1	DANTALI ROAD
Address Line 2	---
City/Town	PETLAD
State	GUJARAT
Pin Code	388 450
Institution e-mail address	vsjoshi69@rediffmail.com, vsjoshi69@gmail.com
Contact Nos.	02697-252396
Name of the Head of the Institution:	Dr. VIMAL S. JOSHI
Tel. No. with STD Code:	02697-252396
Mobile:	9427004861
Name of the IQAC Co-ordinator:	KALPESH R. TRIVEDI
Mobile:	9428076677

IQAC e-mail address: krtrivedi1967@gmail.com

1.3 **NAAC Track ID** GJCOGN13064

1.4 **NAAC Executive Committee No. & Date:** March31, 2007/028

1.5 Website address: http://petladcollege.org/

Web-link of the AQAR: http://petladcollege.org/AQAR_REPORTS/AQARoftheIQAC2014-15.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	----	2007	2012
2	2nd Cycle	----	----	----	----

1.7 Date of Establishment of IQAC : DD/MM/YYYY 15/06/2007

1.8 AQAR for the year **2014-15**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2008-2009 _____ _____ (07/04/2010)
ii. AQAR 2009-2010_____ _____ (21/10/2011)
iii. AQAR 2010-2011_____ _____ (20/04/2012)
iv. AQAR 2011-2012 (Online)_____ _____ (01/10/2012)
v. AQAR 2012-2013_____ _____ (04/12/2014)
vi. AQAR 2013-14_____(04/12/2014)

1.10 Institutional Status

University State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College Yes [√] No [ ]

Constituent College Yes [ ] No [√]

Autonomous college of UGC Yes [ ] No [√]

Regulatory Agency approved Institution Yes [ ] No [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education [√] Men [ ] Women [ ]

Urban [ ] Rural [√] Tribal [ ]

Financial Status Grant-in-aid [√] UGC 2(f) [√] UGC 12B [√]

Grant-in-aid + Self Financing [ ] Totally Self-financing [ ]

1.11 Type of Faculty/Programme

Arts [√] Science [√] Commerce [ ] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

Others (Specify) [---]

1.12 Name of the Affiliating University [GUJARAT UNIVERSITY,]

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University [N.A.]

University with Potential for Excellence [N.A.] UGC-CPE [N.A.]

DST Star Scheme [N.A.] UGC-CE [N.A.]

UGC-Special Assistance Programme [N.A.] DST-FIST [N.A.]

UGC-Innovative PG programmes [N.A.] Any other (*Specify*) [N.A.]

UGC-COP Programmes [N.A.]

2. IQAC Composition and Activities

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	02
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	0
2.9 Total No. of members	14
2.10 No. of IQAC meetings held	02

2.11 No. of meetings with various stakeholders: No. 02 Faculty 02

Non-Teaching Staff 01 Alumni 01 Students 01

2.12 Has IQAC received any funding from UGC during the year? Yes [ ] No [√]

If yes, mention the amount [ ]

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 0 International 0 National 0 State 0 Institution Level 0

(ii) Themes [ ]

2.14 Significant Activities and contributions made by IQAC

The IQAC plays an active role in internalising a culture of quality within the institution. This culture is maintained and sustained by several initiatives taken by the Cell through the year.

- Prepares AQAR and submit to NAAC.
- Orientation sessions and periodical meetings for staff and ad hoc faculties.
- Student feedback and analysis.
- College monthly newsletter publication with the support of the students.
- Data collection and involvement of various College committees for RAR writing.
- To encourage staff and students to attend seminars, workshops and conferences.
- Career guidance and placement cell strengthened.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
▪ Upgrading the administrative office.	▪ Up gradation was implemented.
▪ To encourage research culture among the students.	▪ Third year B.Sc. Physics students opted research project as an elective subject.
▪ To organize soft skill and career building programs for the students.	▪ UDISHA cell organized various programs throughout year and during vacation.
▪ To maintain academic stronghold for special category and slow learners.	▪ Remedial coaching classes are being conducted.
▪ Improvement in laboratory and infrastructure facilities.	▪ Necessary actions taken by the College Principal and management.
▪ To upgrade website and activate social networking & communication.	▪ The College website upgraded and an interactive facebook account was launched.
▪ To encourage students to participate in sports and extracurricular activities	▪ More students actively participated in all round activities.
▪ To sustain and maintain the quality of education.	▪ Interaction with all the stack holders and their suggestions were implemented.
▪ Library facilities upgradation.	▪ Library upgraded.

**** See Academic Calendar of the year2013-14 as Annexure-1.***

2.16 Whether the AQAR was placed in statutory body Yes [ ] No [√]

Management [ ] Syndicate [ ] Any other body [ ]

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	01	0	0	0
UG	02	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	03	0	0	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options - **CBCS**

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	00
Annual	00

1.3 Feedback from stakeholders* Alumni [ ] Parents [ ] Employers [ ] Students [√]
(On all aspects)

Mode of feedback : Online [ ] Manual [√] Co-operating schools (for PEI) [ ]

Please see an analysis of the feedback in the Annexure-2

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NO

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of Permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	0	15	01 (Principal)	04(P.T. and A.S.)*

* P.T. – Part time lecturer, A.S. – Adhyapak Sahayak

2.2 No. of permanent faculty with Ph.D. 10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	12	0	0	0	0	0	0	0	12

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest: 03	Visiting: 14	Temporary: 14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	17	08
Presented papers	01	11	10
Resource Persons	0	0	03

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Use of ICT based teaching aids.
- Industrial visits, project based learning and field surveys.
- Power point presentations and seminars by students.
- Experts and visiting guest faculties to enhance knowledge base of the students.
- Teacher's study material (soft copy) is shared with the students.

2.7 Total No. of actual teaching days during this academic year 179

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

MCQ test for few subjects

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshops

02	0	0

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage : **(EXAM - Nov. 2014)**

Title of the Programme	Total no. of students appeared	Division			
		Distinction %	I %	II %	Pass %
B.A.					
Sem-1	140	0	1.4	24.3	26.4
Sem-3	118	0	6.8	23.7	22.8
sem-5	124	0	2.4	21	33.8
B.Sc.					
Sem-1	276	0	6.5	22.1	8
Sem-3	269	0	6.3	23.4	5.2
sem-5	123	0	15.4	22	1.6
M.A.					
Sem-1	137	0	0	0	68.6
Sem-3	133	0	0	0	61.6

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC periodically conducts sessions to explore avenues to enhance teacher effectiveness through professional skill development. The IQAC regularly arrange meetings with HODs and administrative staff to keep up and discuss the plans and prepare the road map for quality enhancement. Some of the points are mentioned below;

- Planning of academic and extracurricular activities.
- Sets standards for various processes and monitors for the effective implementation.
- Facilitates automation of various teaching learning evaluation systems.
- Periodic review of documentation system.

- Recognition of the achievements earned by the students and staff.
- Computerization and data distribution among the departments.
- Feedback from the students, its analysis and implementation of valued suggestions.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	01	05	0	04
Technical Staff	05	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

To promote research in the institution, a research laboratory was setup in the department of Chemistry and Physics. B.Sc. Sem-V and Sem-VI students and research scholars explore this facilities. Principal Dr. V. S. Joshi and Dr. J. A. Chaudhari are research guides and their research students are using research laboratory facilities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	03	0	0
Outlay in Rs. Lakhs	0	3,63,000/-	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	15	0	0
Non-Peer Review Journals	03	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications: **Please see Annexure:3**

Range [ ] Average [ ] h-index [ ] Nos. in SCOPUS [ ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received (2013-14)	Received (2014-15)
Major projects	0	0	0	0	0
Minor Projects	2013 to 2015	UGC	3,63,000/-	2,67,500/-	34,000/-
Interdisciplinary Projects	0	0	0	0	0
Industry sponsored	0	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0	0
Students research projects *(other than compulsory by the University)*	0	0	0	0	0
Any other(Specify)	0	0	0	0	0
Total	0	0	3,63,000/-	2,67,500/-	34,000/-

3.7 No. of books published i) With ISBN No. 02 Chapters in Edited Books 0

ii) Without ISBN No. 0

3.8 No. of University Departments receiving funds from

UGC-SAP 0 CAS 0 DST-FIST 0

DPE 0 DBT Scheme/funds 0

3.9 For colleges Autonomy 0 CPE 0 DBT Star Scheme 0

INSPIRE 0 CE 0 Any Other (specify) 0

3.10 Revenue generated through consultancy 0

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	01
Sponsoring agencies	0	0	0	0	College placement cell

3.12 No. of faculty served as experts, chairpersons or resource persons: 11

3.13 No. of collaborations International 0 National 0 Any other 01

3.14 No. of linkages created during this year 0

3.15 Total budget for research for current year in lakhs :

From funding agency 34,000/- From Management of University/College 0

Total 34,000/-

3.16 No. of received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides 02

and students registered under them 02

3.19 No. of Ph.D. awarded by faculty from the Institution 01

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level 04 State level 02

National level 0 International level 0

3.22 No. of students participated in NCC events:

University level 0 State level 60

National level 11 International level 0

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	0
National level	0	International level	0

3.25 No. of Extension activities organized

University forum	0	College forum	0		
NCC	02	NSS	08	Any other	0

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Sensitizing students to ecological and environmental issues.
- Encourage the students to engage in community services like Pulse Polio Eradication Programme, Cleanliness drive-our National Mission.
- Strengthening CWD Cell and creating awareness regarding gender sensitization.
- Good relationship and involvement in activities of Government and NGOs.
- Publicizing and keeping in touch with the stack holders through website and social media.
- N.C.C. and N.S.S. activities are corridor to connect institute with the society.
- Extensive activities of UDISHA serve students as well as community people.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total in ₹
Campus area	25 Acre	---	---	---
Class rooms	12	---	---	---
Laboratories	09	---	---	---
Seminar Halls	01	---	---	---
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	---	---	---	---
Value of the equipment purchased during the year (Rs. in Lakhs)	---	4,62,633	UGC	4,62,633
Others	---	---	---	---

4.2 Computerization of administration and library

- Administrative office has TechSis MIS software. The admission process, enrolment and examination, salary data are completed through online process.
- College library is computerized and using SOUL software. Book Issue & collection through BAR Code system.
- The library provides open access to the students and faculty members.
- CCTV cameras are installed in the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value in ₹	No.	Value	No.	Value in ₹
Text Books	12213	12,17,025	789	1,43,645.95	13,002	13,60,670.95
Reference Books	16299		158		16,457	
e-Books	0	0	0		0	0
Journals	22	27,000	60	39,140	82	66,140
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	150	Gratis	0	0	0	0
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs (DELL)	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	84	25	20	04	27	05	17	06
Added	05	0	0	0	0	01	01	03
Total	89	25	20	04	27	06	18	09

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Every department is equipped with computers and broadband connection. The e-learning resources are prepared by the faculty to deliver advanced knowledge.
- Students are also encouraged the use of power point presentations for seminar and projects.
- Internet browsing is available in computer lab, DELL lab, library and the departments free of cost for the students and teachers.
- Programmes are run by College management at free of cost for the students to procure the knowledge of MS Office 7.0, Corel Draw11, Phtoshop7.0, TALLY9.0 and Hardware maintenance.

4.6 Amount spent on maintenance in ₹ :

i) ICT	51,710
ii) Campus Infrastructure and facilities	4,14,930
iii) Equipments	0
iv) Others (Electrical)	42,803
Total ₹:	50,9443

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- A College level one day orientation program for the freshers is organized.
- The display boards of vision, mission, goals and objectives are exhibited.
- The academic calendar is provided to the students.
- The admission brochure, College website, facebook page, PTA meetings, alumni meetings are significant ways of communicating the vision and mission of the College.
- Grievances Redressal Cell provides students support.
- Feedback form for Sem-VI students is a tool for student support services.

5.2 Efforts made by the institution for tracking the progression

- The student's performance and progression begins at the entry level marks of freshers.
- Student counseling is a regular part of day to day teaching.
- The student progression is monitored in laboratory, student seminar and mid semester exams.
- Feedback from students and suggestions received from the Suggestion box.
- The student progression is discussed in meetings with management body, staff and other stack holders.

5.3 (a) Total Number of students : 1432

UG	PG	Ph. D.	Others
B.A. 427	M.A. 273	0	0
B.Sc. 732	0	0	0

(b) No. of students outside the state | 0 |

(c) No. of international students | 0 |

Men	No	%
	836	58.37

Women	No	%
	596	41.63

Last Year **2013-14**						This Year **2014-15**					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
796	148	12	334	04	1294	850	138	38	402	04	1432

Students appear in examination during 2014-15 : 1320

Demand ratio : 1:1 Dropout % : 7.8%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Career counselling cell (UDISHA) organizes competitive examination coaching classes and provides guidance to the students for the preparation of entrance exams for higher education and government departmental exams.
- SCOPE center [Society for creation of opportunity through proficiency in English] helps our students to improve English proficiency.
- College library displays career news and information about competitive exams. Also books and question bank is available for competitive exams.

No. of students beneficiaries 135

5.5 No. of students qualified in these examinations : Data not available.

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

The Career Guidance Cell (UDISHA) provides comprehensive services in the area of training, opportunities regarding higher studies, internships and full-time part/ placements for both undergraduate students and post-graduate students.

No. of students benefitted 249

5.7 Details of campus placement

On campus			***Off Campus***
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	20	13	12

5.8 Details of gender sensitization programmes

1. CWD Cell organizes orientation program for girl students.
2. Female Health problems are addressed by guest lectures by doctors.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State /University level | 45 | National level | 03 | International level | ---

No. of students participated in cultural events

State/University level | 15 | National level | 0 | International level | 0

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 19 | National level | 02 | International level | 0

Cultural: State/ University level | 04 | National level | 0 | International level | 0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	162#	9,42,295#
Financial support from other sources	77*	---
Number of students who received International/ National recognitions	0	0

Data as on date 31/03/2015.

Note: minority student's financial support deposited directly that amount is not included. Many students of our college get scholarship from Shri Sachchidanand Bhakti Niketan Ashram, Dantali Petlad, and *Bhaikaka foundation, Vallabh Vidyanagar are deposited directly in the students account so we do not have data.

5.11 Student organised / initiatives

Fairs : State/ University level | 0 | National level | 0 | International level | 0

Exhibition: State/ University level | 0 | National level | 0 | International level | 0

5.12 No. of social initiatives undertaken by the students | 06

5.13 Major grievances of students (if any) redressed: No major grievances.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: "To offer knowledge based, career oriented education in various disciplines and build better citizens for tomorrow".

Mission:

- To groom a student in areas of his/her career interest and impart necessary competence to make one successful in professional career
- To develop a conducive and rich infrastructure with modern and adequate facilities for academic, co-curricular and overall development of students and staff.
- To contribute to the development of the society with due focus on local economy.
- To bring continuous improvement in performance on basis of the feedback from all the stake holders (Students, Parents, Faculty, management, employers, concerned authorities).
- To build resource pool of alumni, ex-staff members, donors and well wishers.

6.2 Does the Institution has a management Information System

Yes. The institution has TECHSIS management Information System for the ease of office administration like fee module, General Register maintenance and SMS Alert.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The Curriculum is designed by the University. The College does not play any important. Two of our senior associate professors are member of board of studies of Gujarat University. The suggestions for the improvement in curriculum development are being sent to Gujarat University through these members.
- The institution focuses on multi skill development of students in order to ensure employability. Curriculum under CBCS enables the Placement Cell to conduct programmes throughout the year so as to help students acquire the necessary soft skills for employment.
- The Choice Based Credit System followed at present in the college facilitates horizontal movement, enabling students to make their choices.

6.3.2 Teaching and Learning

- To procure state of the art technology for promoting innovative teaching methodologies, ICT-enabled teaching-learning process has been adopted for active student participants in the classroom.
- The students are given Assignments questions and answers to be submitted by students assess for evaluation. Project work also assigned to the students as a part of curriculum. Routine evaluation during classroom teaching and also through seminars, internal examination test etc.
- Academically weak students were identified during classroom teaching and advised for remedial classes. Extra remedial coaching classes are arranged for socially under privileged students for better performance in exams.
- Peer learning is promoted within and outside the class rooms.

6.3.3 Examination and Evaluation

- Continuous evaluation of the students through objective tests, MCQ tests, project work, seminars and descriptive test.
- End semester examination is conducted by Gujarat University.

6.3.4 Research and Development

- Faculties were inspired by the research committee to pursue research which resulted in more number applying for minor research projects.
- The financial assistance is provided to faculty members for attending seminars and presenting papers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- With the objective of increasing student footfall into the library, library committee organizes book exhibition, creative writing and publication in College magazine "Utthan".
- The College Library fully functional with SOUL software
- The students are given internet access in the library for browsing and reading of available online books.
- Most of the classrooms are upgraded with multimedia projectors.
- All the departments are provided with computers, laptops, printer and scanner and internet connectivity.

6.3.6 Human Resource Management

- All faculty members are assigned various committees as per their interest to carry out all round activities throughout the year.

6.3.7 Faculty and Staff recruitment

- The staff recruitment is done according to rules and regulation of the state government of Gujarat.
- The management recruits ad hoc faculty and staff as per requirement.

6.3.8 Industry Interaction / Collaboration

Industrial Interface Cell (ICC) organizes industrial visits and guest lecture for the students.

6.3.9 Admission of Students

The admissions procedure is as per University admission norms.

6.4 Welfare schemes for

Teaching	Provision of GPF
Non teaching	Provision of GPF
Students	Annexure-4

6.5 Total corpus fund generated 0

6.6 Whether annual financial audit has been done Yes √ No

6.7 Whether Academic and Administrative Audit (AAA) have been done? NO

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	---	Yes	IQAC committee
Administrative	Yes	B. C. Patel & Co., Anand	Yes	Chartered Accountant

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No √

For PG Programmes Yes No √

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Gujarat University has adopted CBCS pattern and College has made efforts for Examination reforms by Continuous Evaluation through MCQ Tests, internal test, Assignments and Project work.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N/A

6.11 Activities and support from the Alumni Association

Alumni meet is conducted every year. The valuable suggestions are collected and implemented.

6.12 Activities and support from the Parent – Teacher Association

Parent meet arranged annually for the review the progress of the student.

6.13 Development programmes for support staff

Computer training program is organized for non teaching staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Campus is made clean through cleanliness drive and tobacco free. We use energy saver eco friendly CFL tubes. Garbage is disposed in the dustbin placed at various locations. Rain water harvesting system is sited near chemistry department.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- The continuous evaluation implemented.
- English proficiency course (SCOPE) by Digital English Language Lab.
- Feedback analysis and implementation.
- Intensive Career counselling programs.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Most of the objectives are achieved as per plan of action.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- Mentoring system implemented.
- Research project for B.Sc. Physics Sem-V and VII students.

Please see Annexure:5

7.4 Contribution to environmental awareness / protection

- Environmental Science is a compulsory credit course for all the students of Arts as well as Science faculty students.
- Green campus.

7.5 Whether environmental audit was conducted? Yes [ ] No [√]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength:

- Policies, systems and procedures in place for most of the activities in the institution.
- Institutional Commitment to develop avenues and networks for community oriented activities.
- Qualified, experienced, enthusiastic and dedicated staff.
- Very active N.S.S., N.C.C. and sports avenues.

weakness:

- Deficiency of non-teaching staff.
- Student intake with very low passing percentage in rural area.
- Aptitude of the students for higher learning is poor.
- Time constraints for lack of transport facilities for students.

Opportunity:

- Remedial coaching classes are available for S.C., S.T., OBC and slow learners.
- Promoting use of technology in teaching and learning.
- The vision and mission of the College provide an opportunity for rural learners.
- Fully young team with dedication and excellence.

Threats:

- Financial Crunches, biggest constraint.
- Mushroom growth of self finance institutions in our vicinity.
- College placement is effectively working for better placement, but a long road to go.
- Generation of resources for upgradation of infrastructure.

8. Plans of institution for next year

- To strengthen the effective mentoring program.
- Upgradation and more student friendly College website.
- Web based application for online admission and grievance.
- Enhance student scholarships and free ships.
- More alumni interaction for student support.
- More efforts for English proficiency and computer literacy.
- All round activities of career counselling and training for government competitive examinations.

Name : Kalpesh Trivedi ***Name : Dr. V. S. Joshi***

Signature of the Coordinator, IQAC ***Signature of the Chairperson, IQAC***

***

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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Annexure-1

ગુજરાત યુનિવર્સિટી
અમદાવાદ

પરિપત્ર

પ્રતિ.

વિનયન,વિજ્ઞાન,વાણિજ્ય,શિક્ષણ અને કાયદા વિધાશાખાની સંલગ્ન કોલેજોના આચાર્યશ્રીઓ તરફ

શ્રીમાન,

શૈ.વર્ષ.૨૦૧૪-૧૫ માટે સત્રોની ગોઠવણી ઓર્ડિ.૭૫માં જે નિયત કરવામાં આવી છે. તે મુજબ સત્રોની ગોઠવણી નીચે પ્રમાણે રાખવા કુલપતિશ્રીના આદેશાનુસાર જણાવવામાં આવે છે.

૧	પ્રથમ સત્ર	૧૬-૦૬-૨૦૧૪ થી ૧૮-૧૦-૨૦૧૪	(૧૦૧ દિવસ)
૨	દિવાળી વેકેશન	૧૯-૧૦-૨૦૧૪ થી ૦૮-૧૧-૨૦૧૪	(૨૧ દિવસ)
૩	દ્વિતીય સત્ર	૧૦-૧૧-૨૦૧૪ થી ૨૫-૦૪-૨૦૧૫	--
૪	દ્વિતીય સત્રના ખરેખર શૈક્ષણિક દિવસો	૧૫-૧૨-૨૦૧૪ થી ૨૫-૦૪-૨૦૧૫	(૧૦૮ દિવસ)
૫	ઉનાળુ વેકેશન	૨૬-૦૪-૨૦૧૫ થી ૧૪-૦૬-૨૦૧૫	(૫૦ દિવસ)

૬. પ્રથમ અને દ્વિતીય તથા તૃતીય વર્ષ (CBCS)ની આંતરિક તેમજ યુનિવર્સિટી (END SEMESTER EXAM) સહિતની તમામ પરીક્ષાઓ નીચે પ્રમાણે લેવાની રહેશે.

૭. **આંતરિક પરીક્ષા :**

(અ) સેમેસ્ટર-I (પ્રથમ વર્ષ)સેમેસ્ટર-III (દ્વિતીય વર્ષ) તેમજ સેમેસ્ટર-V (તૃતીય વર્ષ)ના CBCS આધારિત તમામ સબંધિત અભ્યાસક્રમોમાં આંતરિક કસોટી દોઢ કલાકની ૫૦ ગુણની આંતરિક વિકલ્પ પધ્ધતિ દ્વારા પ્રથમ સત્રના અંત પહેલા એટલે કે તા.૧૮-૧૦-૨૦૧૪ સુધીમાં પૂર્ણ કરવાની રહેશે, જેમાં વધારાની કસોટીનો સમાવેશ થાય છે.જે વિધાર્થીઓ અગાઉના સેમેસ્ટરની આંતરિક પરીક્ષામાં નાપાસ થયા હોય તેમની પરીક્ષા પણ આ પરીક્ષાઓ સાથે ગોઠવવી.

(બ) સેમેસ્ટર-II (પ્રથમ વર્ષ)અને સેમેસ્ટર-IV (દ્વિતીય વર્ષ) તેમજ સેમેસ્ટર-VI (તૃતીય વર્ષ)ના CBCS આધારિત તમામ સબંધિત અભ્યાસક્રમોમાં આંતરિક કસોટી દોઢ કલાકની ૫૦ ગુણની આંતરિક વિકલ્પ પધ્ધતિ દ્વારા તા.૨૦-૦૨-૨૦૧૫થી તા.૧૦-૦૩-૨૦૧૫ સુધીમાં પૂર્ણ કરવાની રહેશે. જેમા વધારાની કસોટીનો પણ સમાવેશ થાય છે. જે વિધાર્થીઓ અગાઉના સેમેસ્ટરની આંતરિક પરીક્ષામાં નાપાસ થયા હોય તેમની પરીક્ષા પણ આ પરીક્ષાઓ સાથે ગોઠવવી.

Annexure-2

Student's Feedback Analysis

Sr. No.	Particulars	Average %	Good %	Excellent %
1	Admission process	17	52	31
2	Office Administration Response	21	56	23
3	General Discipline	24	49	27
4	Teaching and General Behaviour of Faculty Members	11	39	50
5	Conduct of Examination and its Evaluation	7	38	55
6	Extracurricular, cultural and social activities	19	40	41
7	Administration and General Behaviour of Principal	9	13	78
8	Seminar, workshop, quiz and project work	10	28	62
9	Overall impression of institute	10	60	30
10	N.S.S., N.C.C. and sports activities	9	43	48
11	College library facilities	12	31	57
12	Non-teaching and laboratory staff services	10	34	56

Target group: 179 final semester students.

Annexure – 3

Details on Impact factor of publications:

Dr. VIMAL JOSHI				
Sr. No.	**Title of Paper**	**Journal Please mention: (peer reviewed/ non peer reviewd/e-journal / conference proceedings)**	**National/ International ISSN/ impact factor/ H index/ Nos in SCOPUS**	**Year**
1	Growth and Structural Characterization of DVT Grown SnSeReX(X = 0, 0.1, 0.2, 0.3, 0.4) Crystals.	In International Journal of Innovative Research in Science, Engineering and Technology Vol. 4, Issue 4,	International peer reviewed I.F.0.998	April 2015
2	Crystallization, FT-IR and powder XRD study of gel grown iron-manganese-nickel ternary dextro-tartrate crystals in hydro silica gel.	Advances in Applied Science Research, 5(6), 2014, 115-119.	International peer reviewed I.F.0.421	2014
3	Some Critical Aspects of FT-IR, TGA, powder XRD, EDAX and SEM studies of calcium oxalate urinary calculi.	Indian Journal of Biochemistry and Biophysics, 51, 2014, 237-243	International peer reviewed I.F. 0.82	2014
DR R. T. JASRAI				
1	Corrosion Inhibition of Zinc in Hydrochloric Acid by Vanillin, Phenyl Thiourea and N-Allyl Thiourea	Asian J. Research Chem. 7(12): 1062-64 ISSN 0974-4169 www.ajrconline.org	International I.F. 0.355	December, 2014
DR. V. R. PATEL				
1	Antimicrobial study of polymeric ligands derived from 2, 4 - dihydroxy acetophenone and their lanthanide (III) polychelates	Journal of physical and chemical sciences	Inter national	January 19 , 2014.
2	Synthesis, Characterization and Biological Activity of Azetidin-2-one based Benzoyl Pyrazoline Derivatives	International Journal Of Pharmaceutical And Chemical Sciences Vol. 3 (3) ISSN: 2277 5005	Inter national	Jul-Sep, 2014
3	Ion exchange study of lanthanide ions with five 2,dihydroxy acetophenone based polymeric resins	International Journal of Chemtech Applications Vol. 3; Issue 1An Open Access Online Scientific Journal ISSN: 2319-7099.	Inter national	2014
4	Analysis of Amoxicillin and Clavulanic Acid by UPLC-MS/MS in	Journal of modern drug discovery and drug delivery research	Inter national	February 6, 2015

	Human Plasma for Pharmacokinetic Application			
5	Application of Lanthanide Polychelates Derived from 2,4-dihydroxy acetophenone Based Resin as Green Catalyst for Biginelli Reactions	Journal of physical and chemical sciences	Inter national	February 23, 2015
DR. J. A. CHAUDHARI				
1	Physico-Chemical Assessment Status of Ground Water of Some Villages of Kalol Tahsil	International Journal for Pharmaceutical Research Scholars (IJPRS)	ISSN No: 2277 – 7873	2014
2	Studies on novel ion-exchange resin based on styrene-divinylbenzene copolymer and its application for effluent treatment	Scholars Research Library Archives of Applied Science Research, 2014, 6 (6):88-92 An international peer reviewed journal of applied sciences	ISSN 0975-508X	2014
3	Studies of novel heterocyclic compounds	Scholars Research Library Der Pharma Chemica, 2014, 6(6):79-83, An international peer reviewed journal	ISSN 0975-413X	2014
4	Synthesis, characterization and biological studies of some novel benzimidazole derivatives	Journal of Chemical and Pharmaceutical Research, 2014, 6(7):1890-1894 An international peer reviewed journal of Chemical and Phamaceutical Sciences	ISSN : 0975-7384 Global Impact Factor: 0.467	2014
5	STUDIES ON 5,5'-(6-[4-BROMO PHENOXY]-1,3,5-TRIAZINE-2,4-DIYL) BIS (AZANEDIYL) BIS(2-HYDROXY BENZOIC ACID) AS A LIGAND AND ITS CO-ORDINATION POLYMERS	International Journal Of Pharmaceutical, Chemical And Biological Sciences IJPCBS 2015, 5(1), 106-111	ISSN: 2249-9504 Global Impact Factor: 0.615	2015
6.	Synthesis, Characterization and Biological studies of Novel Heterocyclic compounds	Research Journal of Recent Sciences Vol. 4(ISC-2014), 177-181 (2015) An international peer reviewed monthly journal	ISSN 2277-2502	2015

Annexure : 4

The welfare schemes for students :

- Free medical check up for first year students.
- Thalassemia check up facility for the students at subsidised rate.
- Hostel facility for boys and girls.
- College canteen within the campus to provide good quality of food.
- Remedial coaching classes for SC., S.T. OBC and slow learners.
- Book bank facility for all the students in library.
- Online access available for the students in computer laboratory and library.
- Government scholarships for the SC., S.T. OBC and minority students. Scholarships to meritorious students.

Annexure : 5

Best Practice-I

1. Title of the Practice:

Implementation of Mentoring Programme.

2. Goal:

Mentoring is a valuable strategy to provide students with the emotional and instrumental support needed to achieve the goal of a College degree. By providing information, guidance, and encouragement, mentors can play an important role in nurturing students' college aspirations, helping them prepare for college and, advising them on how to make successful transitions from high school to their first year on campus. In addition, mentoring for students in college helps students to feel more connected and engaged on campus, which can ultimately improve student outcomes.

3. The Context:

The mentoring programme was initiated....

- To provide college role models and mentors, encouraging higher education.
- To build self-confidence in the mentees.
- To guide students through the college application process.
- To teach students skills that will make their high school transition to college easier.
- To show students that they have the potential for higher learning.
- To provide students with an example of the atmosphere of college life.

4. The Practice:

The mentoring system involves a structured and intentional approach to offering students the experiences and benefits. The initiatives taken by the College was dedicated encompass both one-on-one relationships between mentor and the student as well as small groups of students working with the mentor on a particular goal. In all instances, mentoring activities take place at regularly scheduled times over an extended period. The mentoring process is focused to motivate students towards achieving learning goals.

5. Evidence of Success:

- Receive academic help.
- Learn study skills.
- Improve social skills.
- Discover new options and opportunities.
- Improve leadership and communication skills.
- Set goals for the future.

6. Problems encountered and Resources required:

Mentoring is time consuming and College students have difficulty integrating it into their schedules.

Annexure : 5

Best Practice-II

1. Title of the Practice:

Research project for B.Sc. Physics Sem-V and VI students.

2. Goal:

The undergraduate experience is greatly enriched by attaining research experience early and often. There are numerous benefits for undergraduate students who get involved in research. Research experience allows undergraduate students to better understand published works, learn to balance collaborative and individual work, determine an area of interest, and jump start their careers as researchers. Through exposure to research as undergraduates, many students discover their passion for research and continue on to graduate studies and faculty positions.

3. The Context:

The undergraduate research experience is one of several experiences that can impact the future career choices of our undergraduate students. In academia, both the faculty and the students are challenged to embrace engaged learning experiences and evidence-based education through undergraduate research. Keeping in mind these aspects, the undergraduate research project activity for B. Sc. Sem-V and VI Physics students was started in 2013-14. A lot of learning occurs when undergraduate students do research – learning that does not happen during traditional coursework.

4. The Practice:

The students of B. Sc. Sem-V and VI in Physics department are offered research project as subject elective course. A group of two or three students are assigned research topics. The students start the project with literature survey using online available journals, research papers and reference books by surfing on internet. The students prepare their dissertation report of the literature survey. After completion the literature survey they are trained for the experimental workout to grow crystals of variety of materials using Gel Growth Method. The crystal growth technique and the experimental results are documented in the form of a dissertation report. Finally the project viva external examination is conducted by Gujarat University.

5. Evidence of Success:

Research invariably leads to a better understanding of and a deeper appreciation for the discipline under investigation. Students' career goals are usually clarified after they participate in research. Research is also a confidence booster. The practice of research at undergraduate level helps students in the post graduate studies, where they are given research projects as a part of the curriculum. Of course the scholarly activity also helps make undergraduate resume more attractive.

6. Problems encountered and Resources required:

Very limited infrastructure and equipment facility can be made available. The effective implementation of research culture is difficult to implement in tight academic schedule.